

RUTHERFORD COUNTY MANAGER

County Commissioners

Julius Owens, *Chairman*

William Eckler, *Vice Chairman*

Greg Lovelace

Eddie Holland

Roger Richard

Carl Classen, *County Manager*

Hazel S. Haynes, *Clerk to the Board*

Richard Williams, *County Attorney*

June 21, 2013

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending June 21, 2013**

General:

This is a highlight of items from the previous week. It is not meant to be exhaustive but to inform the Commissioners and Department Heads.

Board of Elections:

The Election staff has started getting ready for filing that begins on July 5. During the week, office staff processed 15 new voters, 14 changes of information, and mailed 30 verification and confirmation cards.

Building Inspections:

The Building Inspections Department has been busy since our last report with \$37,518 collected in permit fees—including 5 new modular classrooms for Thomas Jefferson Classical Academy. Staff have permitted 5 new house starts valued at \$1,155,604. Horsehead is “gearing up” for operation with a large number of electrical permits—including switchgears in several buildings and interior lighting—with project values of \$10,910,000 and with \$27,000 in permit fees. Inspectors have conducted 217 inspections with notable Certificates of Occupancy including the new Advance Auto Parts on Railroad Avenue and a Temporary CO for the county landfill’s new transfer station.

Clerk to the Board:

The Board of Commissioners held a Special Meeting on Wednesday. Vice Chairman Eckler attended an Enhanced Recycling Committee meeting on Thursday.

Cooperative Extension:

The **Director** continues to assist clients with technical questions through phone calls, emails, office visits, and farm visits. The Director also participated in a committee meeting to discuss future plans for a permanent location of the Rutherford County Farmer’s Market, met with the Western Region Coordinator for resource development from the NCSU Foundation, and continues to coordinate the construction and planning for the Rutherford County Livestock Educational Facility. The building construction is almost complete. The **Family and Consumer Sciences Agent** met with the planning committee for the Diabetes Coalition, held the annual picnic/support group for Grandparents Raising Grandchildren, conducted a radio program, attended a webinar on food value databases, and conducted a canner testing. The **4-H Agent** held programs on Vermicomposting at Mooneyham and Spindale libraries as part of their summer reading program. Attendees were taught how to make a worm compost bin and how to feed them food scraps. Over 100 youth

participated in the programs. 4-H Summer Fun workshops have begun. Youth have participated in a Nature Adventures class and a farm tour of Strawberry Hill. 4-H teen members are preparing for 4-H Congress in Raleigh. Seven members will participate in the citizenship track of congress. Fourteen members will compete in the State Presentation finals on Saturday. Poultry judging practice began with four members present. The **Agricultural Agent** held a Successful Gardener Program, networked with Rutherford Soil and Water on a rain harvest system, and held a program on Herbs. Contacts 71.

County Manager:

The County Manager attended numerous meetings this week. The week began with meetings to review Tax Office renovation progress. Mr. Classen then met with Danny Searcy and David Odom regarding Public Works project updates which includes Greyrock and Queens Gap, attended the weekly Transfer Station Project meeting with James Kilgo, met with Freddie Harrill from Senator Hagen's Office, met with John Carroll to discuss DSS issues, and met with Matt Blackwell on EDC project updates. Mr. Classen attended a meeting at the Forest City Town Hall concerning the Farmer's Market, attended a Special Meeting of the Board of Commissioners, met with Jan McGuinn to discuss a rain harvest system, and met with Richard Williams on the NCPTS agreement. Continuing, Mr. Classen met with the Enhanced Recycling Committee, as well as, attended a meeting with Keefe Harrison, Resource Recycling, to discuss the recycling contract. The Manager met with Rhonda Owens and Philip Melton of the Health Department to discuss telephone lines and he was also the Guest Speaker for the Kiwanis Club. Lastly, Mr. Classen attended a meeting regarding dissolution of funds, and attended a lunch meeting with representatives of BB&T Andy Cobb and Terry Smart.

Economic Development:

This week, the Executive Director reached out to the NC Port Authority requesting a short meeting to introduce the 74 Economic Development Corridor model in an effort to garner additional support; made final preparations for the joint meeting of the Economic Development Advisory Board and Rutherford County Board of Commissioners; followed up with NC Department of Commerce, AdvantageWest, and other allies on existing industrial prospects; prepared for and met with the County Manager to review economic development activities; met with an existing business to discuss possibilities of expansion and will follow up by scheduling a meeting between the existing business and the Small Business Center at Isothermal Community College; participated in the Economic Development Strategic Plan and Target Market Analysis presentation; prepared for and conducted a staff meeting for the NC LITE UP Help Desk Technicians; prepared an economic development update to be included in the Rutherford County Chamber of Commerce annual report; made contact with two existing industries; and followed up with representatives for Project Sunshine.

The Project Administrator met and worked with prospects on assembling information/estimates for two building reuse grants; worked with county employees and outside vendors to assemble necessary information to complete required information for the NC Rural Center grant application; held a pre-application conference call with NC Rural Center and a new industry; submitted a completed grant application packet to NC Rural Center; spoke with NC DOT on planned schedule for addressing concerns on Industrial Park Drive, Rutherfordton; met with officials from Duke-Energy, Waste Reduction Partners and an existing industry to explore and gain understanding of potential incentives on lighting and other building improvements; met with an existing industry and NC Department of Commerce representative on a planned expansion and financing possibilities through allied resources; met with an existing industry to provide written support of NC State University IES program support; attended the quarterly Economic Development Advisory Committee meeting at AdvantageWest; made 4 visits with existing industry (including 2 revisits to introduce program partners for support opportunities); and held monthly Business Advancement Team meeting to discuss opportunities uncovered during company visits. Additionally, the Economic Development Assistant attended a meeting with the IT department to discuss our office phone needs; prepared for and attended the Strategic Plan and Target Market presentation; worked with a North Carolina Department of Transportation representative to began making preparations for the ribbon cutting ceremony for the Hicks Grove Road project; assisted in the completion and submission of a NC Rural Center grant application; and continued researching contacts for the Highway 74 upgrade project.

Emergency Management/Fire Marshal:

The Fire Marshal conducted one fire scene examination, assisted Law Enforcement with decontamination setup for a meth lab class, and attended a rapid deployment training. The Fire Marshal participated in a statewide WEBEOC

exercise, worked on the pet sheltering plan, and prepared contracts for upcoming Commissioners meeting and attended various meetings.

Finance:

The Director has attended several meetings this week including a Special Meeting of the Board to start the re-financing for the GO Bonds and COPs. The Assistant Director and accountant attended a training class on Wednesday regarding new processes for the Tax Office.

Human Resources:

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Employees who have left the service of Rutherford County are Jerry Laughner (Transit) and Jeff White (EDC). Welcome new hires Meagan Logan (Detention), Robert Ives (p/t Detention), Debbie Wood (p/t DSS), Jeff Melton (DSS), Jeff Davis (p/t DSS), Allishia Meservey (Co-op), and Eric Hester (Sheriff).

Information Technology:

IT staff have been hosting meetings with each department regarding the telephone needs for the VoIP System. Staff is also working on the new tax software, fiber to the Landfill, animal shelter, and Airport to be completed by June 30th. Additionally, work continues on the Tax office move to the County Office Building.

Library:

The Summer Reading Program began Tuesday, June 11, with 3 programs by magician Matt Fore: Haynes Branch at 9:30 a.m., County at 12:30 p.m., and Mountains Branch at 3:30 p.m. with an attendance of 308. Even more people came for the second week (316) with Jim Cruise, the "Spoonman." Almost 200 children have currently registered to be in the Reading Club, with more adding each day. The June 25 programs will be led by Mr. Jack Norton, better known as "Conductor Jack." He has been named Nashville, TN's #1 Kid's Entertainer for the past 4 years running. He is the co-creator of [The Zinghoppers](#), a children's band with a television series airing on over 100 PBS stations nationwide and in 175 countries to over 1 million viewers daily. He is also an EMMY Award-winning songwriter who is going to lead a free interactive Songwriting workshop at the County Library next Tuesday evening from 7:00-8:30 for ages 10 and older. Participants will write an original song with instruction and coaching. Great opportunity to learn from the best! The Friends of the Mountains Branch Library are spending approximately \$12,000 to remodel the library's children's room. The carpet will cost \$4,800 and additional shelving will be purchased for \$5,700; and finally a new children's computer, toys, table & chairs for \$1,500.

Public Works/Planning:

The garage had 10 preventative maintenance service calls, 6 repairs, 3 tire service calls and 17 other repairs. Maintenance completed several work orders and repairs. The Director and Operations Manager participated in various meetings with contractors, other department heads and staff, as well as, the manager and attorney. These meetings were regarding facility repairs and improvement plans, planning and maintenance and county projects to include continued emphasis on preparing for the tax office renovation; Greyrock, Queens Gap, rail trails, and planning board activities.

Register of Deeds:

The Register of Deeds office had an active week with 427 transactions collecting \$18,518.00.

Senior Center:

The North Carolina Senior Medicare Patrol Program presented a program on Monday entitled "Medicare Summary Notices: Are Those Charges Really Mine?" The seniors learned ways to protect against Medicare fraud, waste, and abuse. Mike Martin conducted an AARP Safe Driving Class on Wednesday. Jan McGuinn, Agriculture Agent with the Cooperative Extension, presented a program on "Herbs for Your Kitchen". On Friday, the Senior Shiners traveled to Willow Ridge to entertain the residents.

Social Services:

Last week, Director John Carroll, was in Raleigh to attend monthly committee meetings and the statewide Director's Meeting. Managers and the IT Analyst met with Rhonda Owens and Craig Carter regarding the new phone system on Tuesday. Rebecca Kennedy, Program Integrity worker, traveled to Polk County DSS to assist in a conflict of interest investigation, and to provide training for their PI staff. On Monday of this week, the Director met with the County Manager and County Attorney to discuss various issues relating to the department. On Tuesday, a meeting was held with Program Manager, Lorie Horne, Adult Services Supervisor, Vic Martin, and Child Support Supervisor, Rhonda Ruppe, to discuss court related issues. Also this week, the Director and Program Manager met with the Sheriff, Chris Francis, and Chief Deputy, Jeff Buchanan, to begin planning for the new deputy position that will be housed at DSS. The DSS Board held its regular monthly meeting on Wednesday. Outgoing Board Members, Margaret Helton and Inez Spratt, were honored for their years of service and presented a plaque. The Director and LINKS Coordinator, Llioann Byers, met with Rachel Ross, a summer intern at the Health Department, to discuss a survey that she is conducting on teen pregnancy prevention. The Director and Fiscal Officer, Pam Price, participated in the monthly statewide fiscal conference call on Thursday; and in the afternoon the Director participated in a conference call of the planning committee for the statewide Social Services Institute to be held in Hickory in October. On Friday, the Director and Program Manager attended a meeting with Rachael Nygaard with Buncombe County United Way to finalize arrangements for 2-1-1 to take afterhours calls for the agency. Income Maintenance is fully staffed at this time and continues to meet on a regular basis and conduct cross training in preparation for Project 2 & 6 of NC FAST, which includes Medicaid and Work First. The agency continues to evaluate and prepare for the possible changes that the Affordable Care Act and further NC FAST rollout will have on the business processes of the agency and the consumers that are served.

Soil and Water:

No report this week due to vacations.

Solid Waste:

The Solid Waste Department served 323 customers, hauled 66 loads from convenience centers, and shipped 33 loads to Lenoir. The Director attended the weekly transfer station meeting and attended the review of the recycling bids, as well as, obtaining quotes to haul recyclables. The Director has also met with the engineer and contractor several times this past week to perform punch list inspections. The new building is being used now while construction begins on the old building. Also, the Director attended a transfer station meeting to explore options on how to fix the old floor. The Litter Control Officer has four active cases and has worked 7 community service workers this past week.

Tax:

Report next week as staff is attending training this week.

Tourism:

New and exciting changes are occurring not just daily, but hourly at the Lake Lure Welcome Center. With great anticipation, we are anxiously awaiting the Grand Opening of this amazing project, which is currently scheduled for Thursday, July 25th at 10:00 a.m. Mark your calendars for this grand event.

Transportation Services (EMS/Transit)

EMS: This week EMS Personnel responded to 184 ALS dispatched calls and 58 convalescent calls on the non-emergency side. A public education event was held at Cliffside for a church group on strokes and prevention of strokes. Approximately ten personnel renewed their CPR certification this week. EMS is working with Rutherford Regional Medical Center to begin receiving face sheets electronically which will allow medics to clear the hospital quicker and be available for additional calls. EMS is also working on a grant to assist in the funding of a county owned ventilator for use on out of county transports. **Transit:** Transit drove 10,150 miles, transported 1,109 passengers and collected \$16,498 in revenue. There were no safety violations. Staff is continuing online training for new CTS software which will go live on July 1st. The monthly Safety Meeting was held on the training of new Bluetooth devices. These devices will allow privacy in conversation between the Dispatcher and drivers. Passengers will no longer be able to hear radio communication. Congratulations to Susan Gilliam who was named Employee of the Month. Transit received a new Dodge Journey which was funded 90% by NCDOT and will be used for revenue service. NCDOT also sent out a press

release on Transit's grocery shuttle and Rutherford Woman magazine is doing a story on the women of Transit in their July/August issue.

Veterans Office:

During the last week, the staff made 185 contacts, received 67 telephone interviews, and had 65 mailouts for veterans to complete documents and requests for service. The Service Officer continues to help veterans with food from the food pantry. The Service Officer also attended a Forest City Council meeting where the marine corp league made a presentation to the mayor.

Special Recognition Highlights





Sue Gilliam—Transit Employee of the Month

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RELAY FOR LIFE

RELAY has kicked off with many fund raisers on the horizon—we hope each employee will get involved in some way with RELAY—upcoming fundraisers:

April 11 Spaghetti lunch-County Office Building-
Spaghetti lunch a success-raised apprx \$650.00 dollars—thank you to everyone who helped in any way!!!

April 20 Sheriff's Shooting Tournament-Bostic Gun Club-
A total success raising \$1,130—thank you to the Sheriff and staff and all the volunteers and participants

May 3 Hanging basket sale-another great success—we sold 175 baskets/flats with a total profit of \$500.00

May 4 Mayfest- sold flowers and quilt tickets

May 17 RADA –SUCCESS raised over \$600—thanks to everyone

June 14 Father's Day Auction---\$85.00

Now until RELAY night—dimes for Relay—filling up 20 ounce water bottles with dimes—each bottle equals \$100

Now until RELAY night-Quilt ticket sales